

JOB ANNOUNCEMENT

Executive Director Tucson, Arizona

El Grupo's mission is to empower youth through bicycles. We use riding bikes as our framework for positive youth development while taking a holistic approach to combining our youth's physical, academic, and social well-being. We teach kids to ride bikes; to bike pack the beautiful Sonoran Desert; to race both mountain and road bikes all over the southwest; to engage in service-learning projects around Tucson; and in turn, we build community-minded leaders of the future.

As Executive Director of El Grupo Youth Cycling, you are the forward-facing leader of the organization to the community and tasked with the overall health and prosperity of the organization. Working with staff and the volunteers, the Executive Director is responsible for delivering a positive coaching and youth development mindset to riders and families. The Executive Director is responsible for all fundraising and prospecting for new partnerships that will help grow the organization. This role is often a listener for all needs of staff, families, and community members and requires a thoughtful approach to problem-solving. The ED must be passionate about youth development and getting kids on bikes!

This position reports directly to the Board of Directors and currently oversees a budget of over \$500,000 and one full-time and 8 part-time staff and coaches.

Responsibilities:

- **Drive Revenue Growth**
 - Lead setting and ensuring the achievement of revenue budget over \$500,000 annually
 - Develop and lead all fundraising and income producing strategies
 - Identify, cultivate, steward, solicit and recognize relationships with donors, fundraisers, corporate and community partners
 - Identify new and potential grant opportunities, write proposals and submit timely reports
 - Ensure effective volunteer leadership for event committees
- **Build Relationships**
 - Demonstrate a commitment to youth empowerment
 - Enhance presence and connections with community partners
 - Be a liaison between board, parents, staff, volunteers, riders and the community
 - Create new ways to reach more diverse youth and engage them in programming
 - Develop external communications through newsletters, appeals and social media
- **Lead Staff & Volunteers**
 - Uphold and model the core values of the organization
 - Maintain a strong sense of teamwork and foster a positive and inclusive working environment
 - Identify, develop and grow staff, board and volunteer capacity
 - Participate and lead staff, board and committee meetings as needed
 - Set clear expectations, provide oversight, manage conflicts and solve problems

Job Qualifications:

- 3-5 years non-profit leadership and management experience, chief executive experience preferred
- Demonstrated experience in youth development programming
- Skilled fundraiser with experience in grantwriting, special events, sponsorship and individual giving
- Budget management with a proven track record of setting and meeting financial goals
- Experience working with nonprofit boards and other volunteers
- Experience with CRM tools, QuickBooks, G-Suite, Social Media and Constant Contact
- Ability to work non-traditional hours and filling in for other roles when needed
- Alignment with the core values of the organization

Salary & Benefits:

Salary Range: \$75,000 - \$90,000

Monthly stipend for health insurance

Application Process:

Interested applicants should apply through [Indeed](#) before December 31, 2025. Please submit a resume and cover letter describing why you think you are a good fit for this position and El Grupo. Applications without cover letters will not be considered.

Initial interviews will take place by Zoom in early January. Finalists will participate in a full-day, in-person site visit at the end of January 2026, and the Board will extend an offer to the selected candidate in early February with an anticipated start date on or before March 1, 2026.

Non-Discrimination Policy

El Grupo does not discriminate on the basis of race, color, gender, sexual orientation, religion, physical handicap or disability, or national or ethnic origin. This policy of non-discrimination extends to riders, employees, and volunteers.